

**Bond Reimbursement and Grant Review Committee Meeting
 July 21, 2008
 Fairbanks North Star Borough School District
 School Board Conference Room
 Fairbanks, Alaska**

Committee Members	EED Staff	Audience
Eddy Jeans – Chair	Sam Kito III	Larry Morris (FNSBSD)
Mark Langberg (Teleconference)		Ron Alstrom (LYSD)
Carl John		
Harley Hightower		
Bob Tucker		
Tom Richards (Arrived at ~11:30 am)		
Dee Hubbard		

Eddy Jeans, Chair, called the meeting to order and proceeded with Roll Call. Sen. Hoffman, Rep. Hawker, and Tom Richards were not present. A quorum was established and Eddy proceeded with the packet overview.

The committee reviewed the agenda and made no changes. Ms. Hubbard moved to approve the Agenda, and Mr. Tucker seconded. No objection, so the Agenda was adopted.

The April meeting minutes were reviewed and Mr. John requested that the second sentence of paragraph three of the staff briefing be amended to “falling out of compliance with EED standards”. No other changes were noted. Ms. Hubbard moved the minutes for the April 17, 2008 meeting be adopted, and Mr. John seconded. No objections, so the minutes were adopted.

Staff Briefing

Mr. Kito began the staff briefing with the Preventive Maintenance report indicating that the department has reviewed an additional four schools. All of these districts were certified. The department is working with one district that is not certified as of this time, and has sent out a letter. With those four schools, the total for the second round of reviews is 49. There are four more school districts to review to complete the second round of reviews.

Districts that are non-compliant are; Aleutian Region, Chatham, Chugach, Galena, Hoonah, North Slope Borough.

Districts yet to be reviewed are Bering Strait, Iditarod, Kashunamiut, Lower Kuskokwim, Lower Yukon, Saint Mary’s, Yukon-Koyukuk, and Yupiit.

Mr. Kito indicated that Don Carney had resigned and taken a position with a school district, and that he had participated in Don’s last PM review in Anchorage.

Mr. Kito reiterated information reported in the Staff Report regarding concerns Mr. Carney had over staffing levels for maintenance.

In 2009, Mr. Kito indicated that he was going to work on getting the department on to a five year rotating schedule so approximately ten districts would be visited each year.

Ms. Hubbard asked if the districts that were non-compliant could submit applications, Mr. Kito indicated that they could not, Mr. John added that they have until August 1st to get certified. Mr. Kito clarified that districts have until August 1st to provide information to the department, and the department has until August 15th to respond and let districts know if they are eligible to apply.

Ms. Hubbard asked if we had run into any other problems with the Legislature giving money to districts that are not qualified. Mr. Kito responded that he had not seen that happen, and asked Mr. Jeans if he had seen something like that happen. Mr. Jeans indicated that he had not seen that happen. Mr. Jeans added that all of the school districts that were on the list last year, qualified. Mr. Jeans did say that the Legislature can make appropriations outside of the department to districts that do not qualify, but the department would have little role in those, aside from recommending that the projects be vetoed.

Debt Reimbursement Report

Mr. Kito reviewed the Debt Reimbursement Report that was provided as part of the Staff Briefing. The first item covered was the passage of House Bill 373 which extended the debt reimbursement program two more years from November 2008 to November 2010. The bill also changed the participating share which impacted two districts with projects on the list.

Mr. Kito reviewed the numbers from the Staff Report.

Mr. Jeans clarified that the participating share change was for the grant program.

Ms. Hubbard asked about the Unalaska debt projects. Mr. Kito indicated that the projects were included under the EED approved amount, but that the projects were not yet voter approved. Ms Hubbard also asked how many times they have voted on the project. Mr. Kito replied that they had not voted, and followed up that the district that had received EED approval for a project, but that the voters had not approved, was Ketchikan. Mr. Kito also stated that the project that was rejected by Ketchikan voters is actually on this year's grant list.

Annual School Construction Report

Mr. Kito reviewed the Annual School Construction Reports included in the packet.

Ms. Hubbard asked about 1992 projects, and Mr. Kito replied that the report covered years 2007-2009. Ms. Hubbard followed up that she was concerned about older projects that were still open. Mr. Kito indicated that the department is closing old projects out as they come up in the annual report process.

Recent Project Update (Slideshow)

Mr. Kito reviewed the slideshow of recent project including Glennallen, Mat-Su Vocational facility, and a site visit to Galena.

Regulation Project

Two items led to this effort to propose a change in regulation at this time. One was references in the regulation to specific building codes, that should be changed to a more general reference to building codes adopted by the agency that adopts those codes.

The other item is that regulation references an old CEFPI planning guide. CEFPI will print and mail out the document if specifically requested. CEFPI is actually using a re-written version titled "Creating Connections".

Mr. Kito also reviewed other items in the proposed regulation project contained in the Staff Report.

Ms. Hubbard asked if we could just refer to the most recent planning document from CEFPI. Mr. Jeans responded that the regulation attorneys would not permit that. Documents referenced, must be referenced individually.

Ms. Hubbard also asked about "reference material" on line 3 of Page 73, asking if it should be plural (response on the tape was inaudible).

Page 74, Temporary facilities were discussed, and it was understood that districts can work with the department in advance of construction of a facility anticipated for temporary use in order to determine if the facility qualifies as temporary under EED regulations.

Mr. John asked a question about Generators and freezer units counting as space. Mr. Kito responded that the department doesn't count water treatment facilities as space, and this year the department is not counting generator modules as space.

Ms. Hubbard asked if there was any place in the regulations where we itemize the square footage per student. Mr. Kito replied that it was located under 4 AAC 31.020 under planning.

A/E Services Manual Update

Mr. Kito reviewed progress on the update of the A/E Services Manual. It was worked on in 1999, but never finished. Mr. Kito indicated that the document is directed at districts with little experience in construction, and should provide guidance in selection of the design team for the project.

Mr. Tucker brought up a concern that A/E consultants are getting paid based on percentage of the project cost, and benefitting from the increase in material cost. Mr. Kito indicated that the A/E Services manual provides guidance to districts on how to negotiate with A/E consultants. A discussion ensued about using the percentage of construction costs versus the amount of work required to complete the design tasks.

Ms. Hubbard raised a question about Page 82 identifying the “project coordinator” and other parts of the document identifying the “project team”.

Mr. John brought up the concern of not being able to ask for a fee proposal when selecting an Architect for a condition survey. A discussion followed. Mr. Kito indicated that if the fee is less than \$50,000, then the department does not have any role in how a district selects a consultant. However, if that consultant completes a condition survey, and that consultant gets the contract for design of the work which results in an addition to the original fee making the total fee greater than \$50,000, then the original solicitation must have been a competitive, qualifications based process in order to be permitted under EED regulations.

<LUNCH BREAK>

Space Guidelines Discussion

Mr. Kito introduced the topic and said that he did not have additional information beyond what was provided at previous meetings, and that he wanted to have an open discussion to get direction from the committee on career and technical space for school districts.

Mr. Kito said that the department already has a 20% space allowance that can be approved by the department based on information provided by the district.

Mr. John asked about combining the 20% across attendance areas for a regional learning center. Mr. Kito responded that the department does not have the ability to aggregate space across attendance areas.

Mr. Jeans thought that it would be a better focus to have the state look at the facilities that are built, as far as expanding programs or program availability to more students.

Mr. Richards brought up a concern regarding computer lab space. Mr. Tucker described a fisheries program that has a lab associated with that program. Mr. Richards clarified that he was interested in including computer lab space not count against a district’s space requirement.

Mr. Tucker brought up another issue that Mr. Langberg had raised before regarding mechanical and electrical space. Mr. Kito described a couple of situations where districts either had difficulty incorporating the mechanical and electrical components in the school, and situations where districts were able to effectively incorporate the mechanical and electrical components, and indicated that availability of space for mechanical and electrical components may also be a function of design and/or design coordination. Mr. Hightower added that mechanical and electrical are taking more space.

Mr. Hightower returned the discussion to Voc-Ed and expressed a desire to have a meeting on Voc-Ed, and said that he would collect some information that would add to such a discussion. Mr. Jeans added that the State Board is looking at career issues in coordination with the Department of Labor. He added that the career issue could be discussed jointly with the Department of Labor. Mr. Hightower will probably be unavailable from November to February. Mr. Kito suggested that we have a full day meeting with Department of Labor, but

also include experts on career issues that could be located through CEFPI. Additional discussion ensued.

Mr. Tucker asked about teacher housing. Mr. Jeans replied that the legislature has made a loan program available through AHFC. Mr. Kito added that the Denali Commission is also providing gap funding that works with the AHFC program.

Publications Update

Mr. Kito provided a general publications update. Some of the guidelines that are under development include Integrated Facility Management Guide, A/E services manual, and an Outdoor Facilities Guideline.

Mr. Kito then went through the list of publication currently maintained by the department.

Mr. Kito indicated that the Site Selection Guide may have had some table updated. Mr. Jeans indicated that if the tables were updated, it should be brought before the BR&GR committee for review.

Staff Goals and Objectives

Goals and objectives are the same as the previous meeting.

Conclusion

Mr. John expressed an interest in moving the “Achieve Cost Savings” category from the construction list to the major maintenance list.

Ms. Hubbard Suggested having the July meeting in 2009 in Kenai.

Mr. Jeans indicated that he liked the idea of the career ready summit, and would get back to everyone after he returned to the office.

Mr. Kito indicated that the committee might want to add school visits to the summer visit, and Mr. Jeans said that perhaps we could add it as a second day.

Mr. John moved to adjourn, it was seconded.